

## SUPERINTENDENT OF WATER PRODUCTION AND TREATMENT

### NATURE OF WORK

This is responsible administrative and technical work in the supervision, maintenance and repair, and technical control of the water supply, collection, treatment and repumping facilities.

Work involves administrative responsibility for the supply and treatment of water and its transmission through intermediate pumping stations and feeder mains. Work requires professional knowledge of bacteriology and chemistry as applied to water treatment. An employee in this class is responsible for establishing the proportions of chemicals and physical processing required in treatment plant operation; coordinates (through subordinate supervisors) the mechanical and electrical maintenance of equipment at the pumping and treatment plants. Supervision is received from the Public Utilities Coordinator with work being reviewed through operating reports and procedures and achievement of stated objectives. Supervision is exercised over subordinate supervisors who, in turn, supervise a large group of subordinate employees.

### EXAMPLES OF WORK PERFORMED

Plans, assigns, and coordinates the work of subordinate supervisory personnel in all phases of water production and treatment as well as the preventive and regular maintenance of related facilities.

Directs and coordinates the installation of new equipment in pumping stations and treatment plants; assists the Public Utilities Coordinator in the development and review of plans for new and improved water production and treatment facilities; recommends and specifies the most effective materials and equipment for proper operations and maintenance.

Supervises and participates in the preparation of operation, cost, and technical reports on plant operations; assists in the preparation and implementation of the annual budget for the water production and treatment sections of the the water division.

Ensures that production and treatment facilities produce an adequate supply and quality of water in order that water produced does not contain impurities in concentrations greater than the maximum contaminated levels as regulated by the Environmental Protection Agency and the State Department of Health.

Establishes the chemical dosage required for water treatment and supervises the chemical analysis of water samples to determine the efficiency and adequacy of the treatment process.

Performs related work as required.

### DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS

Thorough knowledge of the operating processes of large water pumping and treatment plants.

Thorough knowledge of the principles and practices of chemistry and bacteriology as related to the operation of water treatment facilities.

Considerable knowledge of electronic telemetry and remote reading and control systems.

Considerable knowledge of sound methods of management and effective supervisory techniques.

Ability to plan, coordinate and direct the work of subordinate supervisory personnel.

Ability to prepare clear and comprehensive technical and administrative reports.

Ability to establish and maintain effective working relationships with City officials, employees, contractors, and the general public.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university with major course work in Mechanical or Civil Engineering plus considerable supervisory experience in the chemical or biological treatment, telemetry, and the operation and maintenance of large water pumping and treatment plants.

#### MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major course work in Mechanical or Civil Engineering plus management-level experience in the supervision of a water production or treatment system; or graduation from a senior high school or equivalent with college-level course work in Mechanical or Civil Engineering with considerable management experience at the Superintendent level of water production, treatment, or distribution systems; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

#### DESIRABLE SPECIAL QUALIFICATION

Registration as a Professional Engineer by the State of Nebraska and possession of a Class I Nebraska Water Operator's Certificate or equivalent.

#### NECESSARY SPECIAL REQUIREMENT

Possession of a Class II Nebraska Water Operator's Certificate or equivalent.

Approved by: \_\_\_\_\_  
Department Head

\_\_\_\_\_  
Personnel Director

5/82

Revised: 6/87

PS5350